

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
JUNE 18, 2020
TENTATIVE AGENDA**

1. Approval of Minutes of June 4, 2020 Regular Meeting
2. Payment of Bills
3. Resolution regarding application for NJ DOT 2021 Municipal Aid for Lake Street
4. Resolution regarding application for NJ DOT 2021 Municipal Aid for Rose Street
5. Resolution awarding contract to Martin A. Ackley Assoc. for NJDOT required Core Testing for NJDOT FY2016 project
6. Resolution regarding change order for Poplar Street Road Reconstruction Project
7. Resolution regarding Online Auction for Purchase of Electricity Supply Services
8. Resolution regarding Mayor's Award for Academic Excellence
9. Executive/closed session to discuss personnel matters/contract negotiations

Maryanne Capasso, RMC
Municipal Clerk

The Mayor and Council reserve the right to add or delete items from the agenda.

**RESOLUTION
JUNE 18, 2020**

WHEREAS, the governing body of the Borough of Lakehurst, in the County of Ocean and State of New Jersey has carefully examined all vouchers presented to the Borough Clerk for payment of claims; finding all to be accurate and legitimate;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the bills list as presented in the amount of \$65,113.35 is hereby approved.

I, Maryann Capasso, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of June 18, 2020.

**Maryanne Capasso
Municipal Clerk, RMC**

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
20-00188	03/13/20	G0030 GRAMCO BUSINESS COMMUNICATIONS						
		1 MAIN AGREEMENT RECORDING SYST	900.00	0-01-20-120-222	B Clerk - Contractual Services	R	03/13/20 06/16/20	20-237
		2 LAND USE BOARD SHARE	395.00	0-01-21-180-222	B Planning Board - Contractual Services	R	03/13/20 06/16/20	
			<u>1,295.00</u>					
20-00281	04/27/20	D0004 DRAEGER, INC.						
		1 MOUTHPIECES	52.60	0-01-25-240-245	B EQUIPMENT - POLICE TACTICAL	R	04/27/20 06/16/20	5950963854
		2 SHIPPING	9.00	0-01-25-240-245	B EQUIPMENT - POLICE TACTICAL	R	04/30/20 06/16/20	
			<u>61.60</u>					
20-00338	05/20/20	T0061 TOMS RIVER HEATING & AIR COND						
		1 PD REMOVE/REPLACE TRANE EQUIP	5,220.00	0-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	05/20/20 06/16/20	
20-00341	05/28/20	H0626 HENDERSON LABS, J.R. INC.						
		1 LAB TESTS MAY 2020	140.00	0-09-00-101-222	B CONTRACTUAL SERVICES	R	05/28/20 06/16/20	56237
20-00343	05/28/20	S0097 SAFE LIFE DEFENSE						
		1 SAFE LIFE TACTICAL VESTS	5,929.00	T-03-00-100-003	B Police Forfeiture Fund	R	05/28/20 06/16/20	
		2 DISCOUNT	592.90	T-03-00-100-003	B Police Forfeiture Fund	R	05/28/20 06/16/20	
			<u>5,336.10</u>					
20-00344	06/02/20	C0080 CEUNION						
		1 YOUR ETHICAL SHIELD SEMINAR	95.00	0-01-26-310-284	B TRAINING & EDUCATION	R	06/02/20 06/16/20	4195
20-00347	06/02/20	M0111 MAACO AUTO PAINTING & BODY						
		1 PD 1304 PAINT FOR VEHICLE	1,059.85	0-01-26-291-252	B POLICE VEHICLE MAINT/REPAIR	R	06/02/20 06/16/20	
		2 BODY LABOR	37.00	0-01-26-291-252	B POLICE VEHICLE MAINT/REPAIR	R	06/02/20 06/16/20	
			<u>1,096.85</u>					
20-00369	06/16/20	W0168 WEST GROUP PAYMENT CENTER						
		1 NJ STATUTES SUBSCRIPTION RENEW	4,284.00	0-01-20-120-283	B BOOKS & PUBLICATIONS	R	06/16/20 06/16/20	842491881
20-00370	06/16/20	C0076 CLEARY, GIACOBBE, ALFIERI &						
		1 LABOR ATTORNEY FEES	630.00	0-01-20-155-231	B LEGAL SERVICES	R	06/16/20 06/16/20	81667

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00383	06/16/20	N0136 NJ NATURAL GAS COMPANY				Continued					
		2 PW GARAGE GAS BILL	436.60	0-01-31-437-269	B	NATURAL GAS	R	06/16/20	06/16/20		
		3 COMMUNITY CENTER GAS BILL	135.22	0-01-31-437-269	B	NATURAL GAS	R	06/16/20	06/16/20		
		4 PD HQ GAS BILL	110.69	0-01-31-437-269	B	NATURAL GAS	R	06/16/20	06/16/20		
		5 BOROUGH HALL GAS BILL	95.35	0-01-31-437-269	B	NATURAL GAS	R	06/16/20	06/16/20		
			<u>1,137.10</u>								
20-00384	06/16/20	V0855 VERIZON									
		1 PHONE BILL	6.55	0-01-31-440-275	B	TELEPHONE	R	06/16/20	06/16/20		
20-00385	06/16/20	J0900 JCP&L									
		1 ELECTRIC BILL UF	3,118.39	0-09-00-101-276	B	ELECTRIC	R	06/16/20	06/16/20		
20-00386	06/16/20	J0900 JCP&L									
		1 ELECTRIC BILL CF	1,666.05	0-01-31-435-276	B	ELECTRICITY	R	06/16/20	06/16/20		
20-00387	06/16/20	J0900 JCP&L									
		1 ELECTRIC BILL STREET LIGHTING	1,439.02	0-01-31-436-276	B	STREET LIGHTING	R	06/16/20	06/16/20		
20-00388	06/16/20	N0029 TWIN ROCKS WATER									
		1 BORO HALL WATER AND COOLER	60.00	0-01-20-120-299	B	MISCELLANEOUS	R	06/16/20	06/16/20		
		2 POLICE DEPT WATER AND COOLER	28.00	0-01-25-240-299	B	Police - Miscellaneous	R	06/16/20	06/16/20		5675720
			<u>88.00</u>								
20-00390	06/16/20	S0028 STATE TOXICOLOGY LABORATORY									
		1 LAW ENFORCEMENT DRUG TESTING	90.00	0-01-25-240-299	B	Police - Miscellaneous	R	06/16/20	06/16/20		20L004417/4418
20-00391	06/16/20	B9112 B & K EQUIPMENT SERVICES									
		1 DUMP TRUCK INVOICE# 30547	392.58	0-01-26-291-256	B	PUBLIC WKS VEHICLE MAINT/REP	R	06/16/20	06/16/20		30547
		2 2010 PETERBILT INVOICE# 30555	650.51	0-01-26-291-254	B	SANITATION VEHICLE MAINT/REP	R	06/16/20	06/16/20		30555
		3 AIR COMPRESSOR INVOICE# 30548	248.85	0-01-26-291-256	B	PUBLIC WKS VEHICLE MAINT/REP	R	06/16/20	06/16/20		30548
		4 2013 PETERBILT INVOICE# 30554	661.06	0-01-26-291-254	B	SANITATION VEHICLE MAINT/REP	R	06/16/20	06/16/20		30554
		5 FORD F750 INVOICE# 30549	280.41	0-01-26-291-256	B	PUBLIC WKS VEHICLE MAINT/REP	R	06/16/20	06/16/20		30549
		6 2013 PETERBILT INVOICE# 30574	304.74	0-01-26-291-254	B	SANITATION VEHICLE MAINT/REP	R	06/16/20	06/16/20		30574
		7 MACK TRASH INVOICE# 30556	724.71	0-01-26-291-254	B	SANITATION VEHICLE MAINT/REP	R	06/16/20	06/16/20		30556
		8 2010 PETERBILT INVOICE# 30573	926.66	0-01-26-291-254	B	SANITATION VEHICLE MAINT/REP	R	06/16/20	06/16/20		30573
		9 BACKHOE INVOICE# 30576	415.32	0-09-00-101-252	B	MOTOR VEHICLE - MAINT/REPAIR	R	06/16/20	06/16/20		30576
		10 BACKHOE INVOICE# 30577	824.77	0-09-00-101-252	B	MOTOR VEHICLE - MAINT/REPAIR	R	06/16/20	06/16/20		30577

June 16, 2020
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Borough of Lakehurst
Bill List By P.O. Number

Page No: 4

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00391	06/16/20	B9112 B & K EQUIPMENT SERVICES			Continued					
		11 BACKHOE INVOICE# 30578	<u>2,589.67</u>	0-09-00-101-252	B MOTOR VEHICLE - MAINT/REPAIR	R	06/16/20	06/16/20		30578
			8,019.28							
20-00392	06/16/20	R0158 REMINGTON & VERNICK ENGINEERS								
		1 NJDOT FY2020 ORCHARD STREET	10,283.00	G-02-20-238-001	B NJ DOT - Orchard Street (2020)	R	06/16/20	06/16/20		1514u075-4
20-00393	06/16/20	R0158 REMINGTON & VERNICK ENGINEERS								
		1 2020 CDBG PORTABLE BATHROOMS	217.00	C-04-00-561-001	B Lake Horicon Restrooms (20-02)	R	06/16/20	06/16/20		1514u074-4
20-00394	06/16/20	R0158 REMINGTON & VERNICK ENGINEERS								
		1 POPLAR STREET NJDOT FY2016	1,552.76	G-02-00-223-001	B NJ DOT POPLAR ST	R	06/16/20	06/16/20		1514u068-19
20-00395	06/16/20	R0158 REMINGTON & VERNICK ENGINEERS								
		1 NJEIT WATERMAIN REPLACEMENT	1,548.97	C-08-01-565-001	B WATER MAIN IMPROVEMENTS (17-04)	R	06/16/20	06/16/20		1514u069-38
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Total Purchase Orders:	32	Total P.O. Line Items:	54	Total List Amount:	63,618.64	Total Void Amount:	0.00			

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	0-01	27,433.82	0.00	27,433.82	0.00	0.00	27,433.82
WATER & SEWER OPERATING	0-09	8,601.44	0.00	8,601.44	0.00	0.00	8,601.44
	Year Total:	36,035.26	0.00	36,035.26	0.00	0.00	36,035.26
	C-04	612.71	0.00	612.71	0.00	0.00	612.71
	C-08	1,548.97	0.00	1,548.97	0.00	0.00	1,548.97
	Year Total:	2,161.68	0.00	2,161.68	0.00	0.00	2,161.68
	G-02	19,710.60	0.00	19,710.60	0.00	0.00	19,710.60
	T-03	5,711.10	0.00	5,711.10	0.00	0.00	5,711.10
Total of All Funds:		63,618.64	0.00	63,618.64	0.00	0.00	63,618.64

June 11, 2020
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Borough of Lakehurst
Bill List By P.O. Number

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00367	06/11/20	W0030 WEX BANK	1,494.71	0-01-31-447-265		B GASOLINE	R	06/11/20	06/11/20		65794274

Total Purchase Orders: 1 Total P.O. Line Items: 1 Total List Amount: 1,494.71 Total Void Amount: 0.00

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	0-01	1,494.71	0.00	1,494.71	0.00	0.00	1,494.71
Total of All Funds:		<u>1,494.71</u>	<u>0.00</u>	<u>1,494.71</u>	<u>0.00</u>	<u>0.00</u>	<u>1,494.71</u>

Borough of Lakehurst
Resolution No. 20-092

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Reconstruction of Lake Street project.

NOW, THEREFORE, BE IT RESOLVED that Council of Borough of Lakehurst formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-Reconstruction of Lake Street-00242 to the New Jersey Department of Transportation on behalf of Borough of Lakehurst.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Borough of Lakehurst and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Council
On this 18th day of June, 2020

Maryanne Capasso, RMC
Municipal Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

Maryanne Capasso, RMC
Municipal Clerk

Harry Robbins, Mayor
(Presiding Officer)

Borough of Lakehurst
Resolution No. 20-093

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Reconstruction of Rose Street project.

NOW, THEREFORE, BE IT RESOLVED that Council of Borough of Lakehurst formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-Reconstruction of Rose Street-00243 to the New Jersey Department of Transportation on behalf of Borough of Lakehurst.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Borough of Lakehurst and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Council
On this 18th day of June, 2020

Maryanne Capasso, RMC
Municipal Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

Maryanne Capasso, RMC
Municipal Clerk

Harry Robbins, Mayor
(Presiding Officer)

**RESOLUTION
JUNE 18, 2020**

WHEREAS, four bids were received by Remington & Vernick Engineers for New Jersey Department of Transportation required core testing for the NJDOT FY2016 project; **and**

WHEREAS, the Lakehurst Borough Council has reviewed the recommendations made by the Alan Dittenhofer, Municipal Engineer to award the contract to the apparent low bidder, Martin A. Ackley Associates, Inc.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Lakehurst, County of Ocean, State of New Jersey hereby recommends that the New Jersey Department of Transportation required core testing project be awarded to Martin A. Ackley Associates, Inc., 416 White Horse Pike, Atco, NJ 08004 in the amount of \$1,100.00.

I, Maryanne Capasso, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of June 18, 2020.

Maryanne Capasso, RMC
Municipal Clerk

**RESOLUTION
JUNE 18, 2020**

WHEREAS, a change order is required for the Poplar Street Road Reconstruction project funded by the NJDOT FY2016 grant; **and**

WHEREAS, said change order representing final as-built quantity adjustments for a net contract increase in the amount of \$33,929.73,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the change order for the Poplar Street Road Reconstruction project in the amount of \$33,929.73 which represents a net contract increase is hereby approved.

I, Maryanne Capasso, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey that the above resolution was approved by the Mayor and Council at the meeting of June 18, 2020.

**Maryanne Capasso, RMC
Municipal Clerk**

RESOLUTION

A RESOLUTION OF BOROUGH OF LAKEHURST AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

JUNE 18, 2020

WHEREAS, the Borough of Lakehurst has determined to move forward with the EMEX Reverse Auction in order procure electricity for the and Borough of Lakehurst; **and**

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the “Act”) authorizes the purchase of electricity supply service for public use through the use of an online auction service; **and**

WHEREAS, the Borough of Lakehurst will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; **and**

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; **and**

WHEREAS, the auction was conducted pursuant to the Act; **and**

NOW THEREFORE BE IT RESOLVED, that a certified copy of this Resolution be forwarded by the Borough of Lakehurst Clerk to the Chief Financial Officer; **and**

BE IT FURTHER RESOLVED, that the Mayor or Clerk of the Borough of Lakehurst be and is hereby authorized to execute on behalf of the Borough of Lakehurst any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction.

I, Maryanne Capasso, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of June 18, 2020.

**Maryanne Capasso, RMC
Municipal Clerk**

**RESOLUTION
JUNE 18, 2020**

WHEREAS, the pursuit of academic excellence is often the key to future success,
and

WHEREAS, said academic excellence comes only through hard work, study, and perseverance as well as through the support of parents, teachers, and friends,

WHEREAS, Joshua Buruschkin has achieved academic excellence by earning the highest cumulative average during the 2019-2020 school year.

NOW, THEREFORE, BE IT RESOLVED by Mayor Harry Robbins and the Governing Body of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Joshua Buruschkin be recognized for his academic achievement in this Mayor's Award for Academic Excellence, **and**

BE IT FURTHER RESOLVED that the Mayor and Council extend their best wishes for a successful future.

I, Maryanne Capasso, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of June 18, 2020.

**Maryanne Capasso, RMC
Municipal Clerk**